

Agreement # _____

Legistar # _____

AGREEMENT CONTRACT ROUTING SHEET

Date Prepared: 02/22/2024

Need Date: 03/07/2024

PROCESSING DEPARTMENT:

Department: Planning and Building

Dept. Contact: Chris Smith

Phone: x6624

Department Head Signature: Karen L. Garner
Digitally signed by Karen L. Garner
Date: 2024.02.20 21:43:32 -08'00'

CONTRACTOR:

Name: _____

Address: _____

Phone: _____

Org Code: _____

Project # _____

(if applicable): _____

Funding Source: 3730300

CONTRACTING DEPARTMENT: Planning and Building

Service Requested: Review and Approve Standard Agreement

Description: Legistar 23-1776 gave Signature Authority to Karen L. Garner to execute all grant agreements and subsequent amendments not affecting the award amount or term and to sign other grant related documents pending Counsel and Risk review.

Contract Term: _____ Contract Value: _____

COUNTY COUNSEL: (Must approve all contracts and MOU's)

Approved: Disapproved: Date: 05/01/2024 By: Kathleen Markham
Digitally signed by Kathleen Markham
Date: 2024.05.01 14:47:00 -07'00'

Approved: Disapproved: Date: _____ By: _____

Please read carefully, this is a non-standard contract. There are many reporting requirements and strict deadlines.

APPROVED AS TO FORM ONLY.

Please see counsel emails to staff re grant process.

HR APPROVAL: WILL BE REVIEWED THROUGH WORKFLOW

RISK MANAGEMENT: WILL BE REVIEWED THROUGH WORKFLOW

PLEASE EMAIL SIGNED DOCUMENT TO: christopher.smith@edcgov.us

Thank you!